

MILPERSMAN 1160-130

SELECTED RESERVE (SELRES) HIGH YEAR TENURE (HYT)

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References	(a) BUPERSINST 1001.39F (b) COMNAVRESFORINST 1001.5E (c) 10 U.S.C. 12301(d) (d) 10 U.S.C. 12302 (e) OPNAVINST 3060.7B (f) BUPERSINST 1430.16F (g) OPNAVINST 1040.11C
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1. Purpose

a. The High Year Tenure (HYT) program is a vital and effective force shaping tool to properly size and shape the Navy. This policy establishes standardized length of service (LOS) gates by paygrade balanced with a waiver process that allows the Navy to retain high performing sailors with needed skill sets. As one of the Navy's key enlisted force shaping tools, the HYT program enables viable career paths and advancement opportunity across all paygrades and LOS spectrums. The standardized HYT gates are established to allow the Sailor greatest flexibility to Stay Navy in a stabilized Force. Through this process the Navy enhances an Active Component (AC) and Reserve Component (RC) continuum of service.

b. This article applies to Sailors in the Selected Reserve (SELRES) community and Sailors in a mobilized status from the Individual Ready Reserve (IRR).

2. Definitions

a. **Length of Service (LOS):** The number of years of combined active and inactive Federal military service, regardless of branch of service, computed from pay entry base date (PEBD). Inactive military service covers all periods of

inactive duty (including delayed entry) served under a qualifying enlistment contract.

b. **HYT Gate:** The LOS a member may serve in the SELRES before reaching HYT status.

c. **HYT Date:** The date a member will reach their HYT gate contained in paragraph 3.

3. **Maximum Years of Service.** Current standardized HYT gates by paygrade are outlined in the table below. Future modifications to HYT gates may be announced via NAVADMIN prior to revisions to this article. Professional growth criteria outlined in MILPERSMAN 1160-030 must also be referred to in order to determine reenlistment eligibility.

	Prior to 1 Feb 2011	Effective 1 Feb 2011	Effective 1 Oct 2011	
Grade	Years	Years	Years	Remarks
E-1/2	8	6	6	Not eligible for HYT waiver
E-3	12	10	10	
E-4	14	12	12	
E-5	22	20	20	
E-6	24	24	22	
E-7	24	24	24	
E-8	26	26	26	
E-9	30	30	30	

4. **Action.** Personnel who reach their HYT gate must be removed from a SELRES status by the end of the month their HYT date is reached. The following options are available:

a. If eligible, member may request transfer to the Retired Reserve (with or without pay). See reference (a) for guidance on requesting transfer to the Retired Reserve.

b. Member may request transfer to the Individual Ready Reserve (IRR) and continue to accrue qualifying service (all physical, age, and other retention criteria must continue to be met). Members who elect this option will not be eligible to reaffiliate in a SELRES status without receiving a waiver from Navy Personnel Command (NAVPERSCOM), Reserve Enlisted Status Section (PERS-913) and are not eligible to compete for advancement; however, if a waiver is authorized to return

to a SELRES status following transfer to the IRR, they may be eligible for advancement provided they meet the SELRES advancement eligibility criteria. At the time of the transfer to the IRR, the following NAVPERS 1070/613 (Rev. 7-06), Administrative Remarks, service record entry shall be made:

Date: I request to transfer to the Individual Ready Reserve (IRR) due to having reached High Year Tenure (HYT) for my paygrade per MILPERSMAN 1160-130. I acknowledge that I may request retirement with/without pay (if eligible). I understand that I am not eligible to return to a SELRES status in the future without receiving a waiver from NAVPERSCOM (PERS-913). I acknowledge I am not authorized to participate for advancement in rate.

(Member's Signature)

(Witness Signature)

c. Member may request transfer to the Voluntary Training Unit (VTU)/IRR and continue to drill in a non-pay status. Assignment to the VTU after having reached HYT will be subject to the following restrictions:

(1) Member must maintain satisfactory participation requirements as outlined in reference (b).

(2) Member will not be permitted to return to a SELRES status without receiving a waiver from NAVPERSCOM (PERS-913).

(3) Member will not be permitted to participate for advancement.

(4) In addition to the administrative remarks required in paragraph 4b above, personnel who volunteer for VTU assignment are required to sign the following NAVPERS 1070/613 entry:

Date: I request assignment to the Voluntary Training Unit (VTU) in a non-pay drill status due to having reached High Year Tenure (HYT) for my paygrade per MILPERSMAN 1160-130. I understand that I must maintain satisfactory participation requirements as outlined in COMNAVRESFORINST 1001.5E. I understand that I am not eligible to return to a drill pay status in the future without receiving a waiver from NAVPERSCOM (PERS-913). I acknowledge I am not authorized to participate for advancement in rate.

(Member's Signature)

(Witness Signature)

d. If none of the above options are elected, the member's Navy Reserve Activity (NRA) shall transfer the member to the Retired Reserve (without pay) if retirement eligible or IRR. The following NAVPERS 1070/613 entry shall be made:

Date: Transferred to the [Retired Reserve (without pay) or Individual Readiness Reserve (IRR)] this date due to having reached High Year Tenure (HYT) for paygrade per MILPERSMAN 1160-130.

(Member's Signature)

(Witness Signature)

5. Special Reenlistment Terms and Criteria

a. E-1 and E-2 personnel cannot reenlist or extend.

b. E-3 through E-9 personnel may extend or reenlist for any period provided they meet the requirements set forth in MILPERSMAN 1160-030 or MILPERSMAN 1160-040. Those personnel whose extension or reenlistment will exceed paygrade HYT for their current paygrade will execute the following NAVPERS 1070/613 entry:

Date: I understand that this reenlistment/extension will exceed High Year Tenure (HYT) for my current paygrade. I also understand retention in a SELRES status beyond HYT is not authorized unless granted a waiver per MILPERSMAN 1160-130. If not granted a HYT waiver, I will be transferred to the IRR for the remainder of my enlistment unless I request retirement, if otherwise eligible.

(Member's Signature)

(Witness Signature)

6. HYT restrictions for Active Duty Operational Support (ADOS) / Mobilization

a. The following business rules apply to ADOS other than Voluntary Contingency Orders (VCO):

(1) Orders in this ADOS category are Active Duty for Special Work (ADSW) and Temporary Recall.

(2) HYT is not an eligibility factor for ADOS.

(3) SELRES who reach their HYT date while on ADSW or Temporary Recall orders will be transferred to the VTU prior to executing orders unless member has an approved HYT waiver that expires after their return from ADOS.

(4) Sailors in a HYT status while on ADSW or Temporary Recall are ineligible to participate for advancement in rate, unless member has an approved HYT waiver and is not HYT for the next higher paygrade.

b. The following business rules apply to VCO:

(1) VCO constitutes the extension of a sailor in support of a mobilization requirement under reference (c) authority beyond the expiration of applicable authority under reference (d).

(2) HYT is not an eligibility factor for VCO.

(3) VCO is ADOS for end-strength accounting purposes; however, sailors serving in this category are subject to the HYT rules for mobilized sailors set forth in paragraph 6c.

(4) VCO is distinguished from other ADOS by association with a contingency code (such as a Noble Eagle number) and by the use of Special Program Indicator (SPI) codes B and N.

c. The following are business rules for Sailors mobilized under the authorities listed in reference (e), Figure 1-1, Mobilization Authorities:

(1) HYT is not a factor in mobilization identification.

(2) Sailors who reach their SELRES HYT date during a period of mobilization shall not be demobilized due to this status.

(3) Sailors in a HYT status while mobilized under authorities listed in reference (e), Figure 1-1, and VCO may participate for advancement in rate per paragraph 7. Advancement eligibility differs between mobilization/VCO and ADSW/Temporary Recall orders; therefore, authorities on orders must be verified.

7. **HYT and Advancement.** In addition to the requirement as set forth in reference (f), the following guidance applies:

a. Candidates for advancement who will be over the established HYT date for their present paygrade on the first day of the advancement cycle (see table below) are ineligible for advancement consideration. These Sailors are not permitted to participate in an advancement examination and will not be considered by a selection board unless they have received an approved HYT waiver to remain in a SELRES status beyond the first day of the advancement cycle. HYT waiver approval must be granted, prior to the last day of the exam month or, for E-8/E-9 candidates, prior to the advancement selection board convening date.

If competing in below advancement cycle...	Then must be in SELRES status on (first day of the cycle)...
E-4/5/6 February exam	1 July same year
E-4/5/6 August exam	1 January following year
E-7 February exam	1 September same year
E-8/9 March board	1 July same year

b. Sailors who are over the established HYT gate at their present paygrade on the first day of the cycle and in a mobilized status per paragraph 6b(3) above,

(1) are eligible for advancement;

(2) if de-mobilized prior to the first day of the advancement cycle, are ineligible for advancement consideration unless in receipt of an approved HYT waiver per paragraph 7a.

c. Sailors who exceed the HYT limit for the next higher paygrade, do not meet the criteria to serve in the next paygrade and, therefore, are not eligible for advancement regardless of circumstance.

8. **Reduction in Rate (RIR).** SELRES reduced in rate may remain in a SELRES status to the expiration of their current enlistment or the HYT gate for the higher paygrade previously held, whichever is sooner. Subsequent reenlistments or extensions will require RIR Sailors to meet professional growth criteria.

9. HYT Waivers

a. Requests to continue in a SELRES status beyond established HYT gates will be considered on a case-by-case basis. Waiver requests should be submitted to NAVPERSCOM (PERS-913) not more than 1 year before the HYT date when a manning deficiency is identified. Examples of requests that will be given favorable consideration:

(1) In support of urgent, immediate operational requirements in a deployed or soon-to-deploy unit.

(2) Ratings which are identified as undermanned on the most recent Career Reenlistment Objectives (CREO) message.

b. Request for HYT waiver should include the following:

(1) NAVPERS 1306/7 (Rev. 01-03), Enlisted Personnel Action Request with the following information:

(a) Member's rate, full name, and last 4 of social security number.

(b) Desired length of waiver in months.

(c) Performance mark evaluation data for last three evaluation periods.

(d) Command Point of Contact (POC).

(2) Endorsement from the commanding officer (CO) of the member's Reserve unit as well as supporting NRA to include the following information.

(a) Unit manning deficiencies.

(b) Critical Navy Enlisted Classifications (NECs) held and required for member's billet.

(c) Local availability of other personnel to meet billet requirements.

c. HYT waiver requests which are of a strictly "personal convenience nature" will not be approved and should not be submitted. Examples of such waiver requests include (but are not limited to):

(1) Personnel who desire to obtain the necessary service to participate for advancement. Specific dates for determining this advancement eligibility are contained in paragraph 7. COs may not extend SELRES to await examination results.

(2) To permit a SELRES to have a more personally advantageous date for retirement (i.e., member desires to retire in summer months).

(3) To increase member's anticipated financial entitlements based on length of military service.

d. NAVPERSCOM (PERS-913) will staff HYT waiver requests through the enlisted community manager with final approval or disapproval residing with Bureau of Naval Personnel, Enlisted Community Management Branch (BUPERS-32). Commands will be notified via Navy message of waiver disposition.

10. **Miscellaneous**. Per reference (g), personnel shall appear before a career development board (CDB) 24 months prior to reaching HYT.